

**MINUTES**  
**WALLER COUNTY COMMISSIONER'S COURT**  
**REGULAR SESSION**  
**WEDNESDAY – DECEMBER 20, 2017**

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 20<sup>th</sup> day of December 2017 at its meeting place in the Commissioners Courtroom of the Waller County Courthouse, Hempstead, Texas. The meeting was called to order by Presiding Judge Commissioner Jeron Barnett at 9:09 a.m. with the following members of the Court present to-wit:

John A. Amsler, Commissioner Precinct 1  
Jeron Barnett, Commissioner Precinct 3 – *Presiding Judge*  
Justin Beckendorff, Commissioner Precinct 4  
Debbie Hollan, County Clerk

Absent: Carbett "Trey" J. Duhon III, County Judge  
Russell Klecka, Commissioner Precinct 2

Delivery of Invocation by: Commissioner Amsler

Pledge to the American Flag and Texas Flag led by: Commissioner Beckendorff

1. **Approval of Agenda.**

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

*Judge Trey Duhon – Absent*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Absent*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

**PUBLIC COMMENT**

1. Pat Bruegger addressed the Court regarding Agenda Items #15 & #27.

**CONSENT AGENDA**

Items identified within the consent agenda are of a routine nature, and will be passed with one vote without being discussed separately. If a member of the court or public requests that a particular item be discussed, that agenda item will be pulled from the Consent Agenda and discussed as part of the regular agenda at the appropriate time. One vote will approve the remaining items on the Consent Agenda.

2. Approval of the minutes – December 13, 2017 Regular Session
3. Request by County Treasurer for approval of payroll.
4. Request by County Treasurer for approval of the 2018 Salary Order.
5. Request by County Treasurer for approval of Treasurer's Monthly Report.
6. Request by County Auditor for approval and/or ratification of Accounts Payable.
7. Request by Sheriff for approval to transfer fixed asset to the IT Department.
8. Request by the IT Department for approval to dispose of fixed asset.
9. Request by the Auditor for approval to transfer fixed asset to the IT Department.
10. Request by Tax Assessor Collector to approve refunds in excess of \$500.00 in accordance with section 31.11 Texas Tax Code.

11. Discuss and take action to approve payment on the following:
  - (a) \$1,312.50 for Invoice # 111004 to Fritz, Byrne, Head & Gilstrap, PLLC from line item 125-411-540300 [Legal] Pintail Landfill.
12. Request by Justice of the Peace, Precinct 1 to approve the transfer of \$450.00 from line item 125-418-581813 [Copier/Printer] to line item 125-418-510101 [Part-Time Salary].
13. Request by Extension Agent to approve the following line item transfer within the Extension Office Budget:
  - \$500.00 from 125-540-530400 [Handbook]
  - \$418.11 from 125-540-530300 [Supplies Educational]
  - \$550.00 from 125-540-568400 [Miscellaneous]
  - For a total of \$ 1,468.11 to 125-540-581800 [Furniture & Equipment].
14. Request by County Engineer to approve the transfer of \$7,000.00 from line item 110-530-537502 [Oil] to line item 110-530-547508 [Inside Repairs].
15. Request by County Judge to approve the transfer of \$225.00 from line item 125-440-530202 [Emergency Management Supplies] to line item 125-440-510077 [Emergency Management Part-Time Salary] to cover final payment for vacated position.

Motion to **approve consent agenda items** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

*Judge Trey Duhon – Absent*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Absent*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

***Advanced to Agenda Item #26***

**PROCLAMATION**

16. Discuss and take action to approve the Proclamation honoring First Responders.  
(Commissioner Barnett read the Proclamation)  
Motion to **approve** by Commissioner Amsler, seconded by Commissioner Beckendorff.

**Motion carried.**

*Judge Trey Duhon – Absent*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Absent*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

**WALLER COUNTY CHILD WELFARE**

17. **Presentation** by Ben Tibbs on the status of the Child Welfare Board.  
*No action required.*

**EXTENSION OFFICE**

18. **Presentation** by AgriLife and Cooperative Extension Agents on the 2017 results and efforts of the Waller County Office of Texas A&M AgriLife Extension (TAMU) and Cooperative Extension Program (PVAMU).  
*No action required.*

## SHERIFF

19. Discuss and take action to approve advertising to accept bids for the 2018 Waller County Jail food service contract for two consecutive weeks in the News Citizen, Times Tribune, Waller Times and Hotline Press to be paid from line item 125-401-544100 [Bid Notices and Printing].

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

*Judge Trey Duhon – Absent*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Absent*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

20. Discuss and take action to approve contract with Independent Health Services for pharmaceutical services for the Waller County Jail.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

*Judge Trey Duhon – Absent*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Absent*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

## DISTRICT CLERK

21. Discuss and take action to approve the Lease Agreement with UBEO Business Services for a Roch 5002SP copier for a monthly fee of \$305.00 for 36 months. Funds to be paid from line item 125-417-545510 [Equip Rent/Lease].

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

*Judge Trey Duhon – Absent*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Absent*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

## COUNTY ENGINEER

22. Discuss and take action to approve Resolution between Waller County and the Texas Department of Transportation for the Wilpitz Road at Bessies Creek Bridge and authorize the County Judge to sign.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

*Judge Trey Duhon – Absent*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Absent*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

## MISCELLANEOUS

23. Discuss and take action to vote on the Texas Association of Counties Health and Employee Benefits Pool Board of Directors.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

*Judge Trey Duhon – Absent*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Absent*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

24. Discuss and take action to approve Court Order setting the pay for Jurors in 2018 and providing food and lodging for Jurors in certain cases and instances.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

Judge Trey Duhon – Absent

Commissioner Amsler – Yes

Commissioner Klecka – Absent

Commissioner Barnett – Yes

Commissioner Beckendorff – Yes

25. Discuss and take action to approve Court Order setting allowances for travel outside the County in 2018.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

Judge Trey Duhon – Absent

Commissioner Amsler – Yes

Commissioner Klecka – Absent

Commissioner Barnett – Yes

Commissioner Beckendorff – Yes

26. Discuss and take action on application from Carlos Puerta for a neighborhood road.

Motion **granting** the request from Carolos Puerta by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion FAILED.**

Judge Trey Duhon – Absent

Commissioner Amsler – No

Commissioner Klecka – Absent

Commissioner Barnett – No

Commissioner Beckendorff – No

***Returned to Agenda Item #16***

27. Discuss and take action to approve the following budget line item transfer:

\$5,000.00 from 125-685-520303 [Health Insurance]

\$15,000.00 from 125-685-520400 [Workers Compensation]

\$30,000.00 from 125-685-520500 [Unemployment]

For a total of \$50,000.00 transferred to line 110-685-520303 [Health Insurance].

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

Judge Trey Duhon – Absent

Commissioner Amsler – Yes

Commissioner Klecka – Absent

Commissioner Barnett – Yes

Commissioner Beckendorff – Yes

28. ~~Discuss and take action to approve agreement with SEDALCO, Inc. for construction manager at risk services for the jail project.~~

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion and Second withdrawn – Item WITHDRAWN.**

**AUDITOR**

29. **Spread** upon the minutes the 2018 Annual Budget and the 2018 Salary Order for the Waller County Auditor and the Auditor’s Assistants. *No action required.*

30. Discuss and take action to approve the annual review of Fund Balance Policy.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

Judge Trey Duhon – Absent

Commissioner Amsler – Yes

Commissioner Klecka – Absent

Commissioner Barnett – Yes

Commissioner Beckendorff – Yes

31. Discuss and take action to approve official documents and all monthly reports.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

Judge Trey Duhon – Absent

Commissioner Amsler – Yes

Commissioner Klecka – Absent

Commissioner Barnett – Yes

Commissioner Beckendorff – Yes

32. **Spread** upon the minutes Certification of Funds for the capital lease proceeds to purchase a motor grader for the Road and Bridge Department. *No action required.*
33. Discuss and take action to approve to amend the 2017 Budget to increase revenue and expenditure lines to accommodate the capital lease proceeds to purchase a motor grader for the Road and Bridge Department.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Amsler.

**Motion carried.**

Judge Trey Duhon – Absent

Commissioner Amsler – Yes

Commissioner Klecka – Absent

Commissioner Barnett – Yes

Commissioner Beckendorff – Yes

## EXECUTIVE SESSION

**Court convened into Executive Session at 10:35 a.m.**

34. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071.

**Court reconvened from Executive Session at 10:42 a.m.**

35. Reconvene in Open Session to take any action necessary on matters discussed in Executive Session.

*No action taken from Executive Session.*

## ADJOURN MEETING

Motion to **adjourn** meeting by Commissioner Beckendorff, seconded by Commissioner Barnett.

**Motion carried.**

Judge Trey Duhon – Absent

Commissioner Amsler – Yes

Commissioner Klecka – Absent

Commissioner Barnett – Yes

Commissioner Beckendorff – Yes

Meeting was **ADJOURNED** at 10:43 a.m.

**APPROVED** this the 3<sup>rd</sup> day of January 2018.

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Carbett "Trey" J. Duhon, III  
County Judge

ATTEST:

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Debbie Hollan, County Clerk  
And Ex-Officio Clerk of the Commissioners'  
Court of Waller County, Texas

